



CYNTHIA A. HARDING, M.P.H.
Interim Director

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September 19, 2014

TO: Each Supervisor

FROM: Cynthia A. Harding, M.P.H.
Interim Director

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO EXECUTE
AMENDMENT NUMBER 1 TO MASTER AGREEMENT WORK ORDER NUMBER
PH-001419-W3 WITH MAXIM HEALTH CARE SERVICES, INC. dba MAXIM
STAFFING SOLUTIONS FOR TEMPORARY PERSONNEL SERVICES**

This is to notify you that I am exercising the delegated authority approved by your Board on October 19, 2010, to execute amendments to Master Agreement Work Orders (MAWO) for temporary personnel services that extend the term in amounts not to exceed \$399,999 annually, subject to review and approval by County Counsel and notification to your Board.

On March 30, 2012, the Director of the Department of Public Health (DPH) notified your Board that he was exercising delegated authority to execute MAWO Number PH-001419-W3 with Maxim Health Care Services, Inc. dba Maxim Staffing Solutions (Maxim) for the provision of temporary personnel services in the amount of \$6,012,122, effective April 1, 2012 through September 29, 2014; 100 percent funded by the Centers for Disease Control and Prevention's (CDC) Public Prevention Health Fund: Community Transformation Grants (CTG). The MAWO provided 28 temporary personnel to fulfill grant requirements associated with creating policy and environmental, programmatic, and infrastructure changes in five strategic areas: 1) tobacco-free living; 2) active living and healthy eating; 3) clinical and other preventive services; 4) social and emotional wellness; and 5) healthy and safe physical environments.

On May 28, 2014, the Director of DPH notified your Board that he was exercising delegated authority to accept a CDC CTG Notice of Award (NA) that indicated that, as a result of the fiscal year 2014 Consolidated Appropriations Act, the Affordable Care Act Prevention and Public Health Fund appropriation supporting CTG had been eliminated. As a result, the award's project period was shortened from five to three years, ending September 29, 2014.

On September 17, 2014, I notified your Board that I was exercising delegated authority to accept a CDC CTG NA that authorized a six-month no-cost award extension through March 29, 2015, allowing DPH to maximize available resources and providing additional time to complete Choose Health LA and Healthy Eating Active Living project activities.

Each Supervisor
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Under the delegated authority referenced above and in alignment with the six-month grant extension, I will execute Amendment Number 1 to MAWO Number PH-001419-W3 with Maxim to extend the MAWO's term through March 29, 2015 to support the efforts of 17 temporary personnel to finalize CTG project activities. The six-month extension to the MAWO is funded by approximately \$460,000 in salary savings resulting from temporary personnel transitioning to County items or other employment and \$217,312 in re-directed CTG funds, increasing the MAWO's maximum obligation from \$6,012,122 to \$6,229,434.

County Counsel has reviewed and approved the MAWO amendment as to use and this delegated authority action.

If you have any questions or require additional information, please let me know.

CAH:er
DA#03093

c: Chief Executive Officer
Acting County Counsel
Executive Officer, Board of Supervisors